

EARLY DISMISSAL AND CLOSURE

Background

HPSD intends that schools operate in accordance with the annual school calendars; however, it is also recognized that occasions may occur when early dismissals and/or closures will be necessary.

Procedures

1. Early Dismissal

- 1.1. The Superintendent or the Safety Officer, in consultation with the Principal and the Director of Transportation, can dismiss bus students early if weather conditions are such that dismissal is necessary to maintain the health and safety of the students (see Administrative Procedure 480 – Transportation Services).
- 1.2. In emergencies, a Principal may dismiss all students and staff according to procedures developed under Administrative Procedure 178 – Emergency Response Plan, and Administrative Procedure 311 – Fire Prevention Education Fire Drills and Emergency Evacuations.
- 1.3. The Superintendent may dismiss teaching staff for the afternoon of the last operating day of the school year, provided the teachers' year-end responsibilities have been completed.

2. Closures

- 2.1. The Superintendent or the Safety Officer shall close a school and dismiss students and/or employees from attendance if:
 - 2.1.1. closure is ordered by an appropriate officer of the provincial government, or
 - 2.1.2. the health and/or safety of students or employees is endangered.

3. Suspension of Classes

- 3.1. Upon request, the Superintendent may grant permission to suspend regular classroom instruction for the day of a track meet for the schools hosting a regional/divisional event. All other participating schools shall continue to operate.

Cross References

Administrative Procedure 178 – Emergency Response Plan

Administrative Procedure 311 – Fire Prevention Education Fire Drills and Emergency Evacuation

Administrative Procedure 480 – Transportation Services